

Board Members Present: Vice Chairman Andy Kohlhofer, Ex Officio Roger Barham, and Members Jack Karcz and Brett Hunter and Alternate Member/Administrative Assistant Leanne Miner present in the basement meeting room.

Also Present: Jennifer Rowden of Rockingham County Planning Commission (RPC)

I. WELCOME

Mr. Kohlhofer opened the meeting at 7:10 PM. He appointed Leanne Miner as a voting member for the meeting.

II. MINUTES

Ms. Miner noted a minor edit in the attendees. **Ms. Miner made a motion to approve meeting minutes for July 7, 2021 as amended. Mr. Barham seconded the motion. The motion passed 4-0.**

III. NEW BUSINESS

1. Capital Improvement Plan (CIP) Presentation – Ms. Rowden distributed copies of the existing CIP and an NHMA article for the Board. She provided an overview of Fremont’s earlier CIP programs. There was discussion amongst the Board and Gene Cordes (Ex Officio on Budget Committee) about how to develop an updated CIP including next steps and department head engagement. The Board decided to start developing a subcommittee for the CIP effort. Roger Barham will be the Select Board member. Members Miner and Kohlhofer will be Planning Board representatives. Ms. Miner will reach out to Ms. Holmes, Chair of the Budget Committee to start engaging the Budget Committee.

2. Public Hearing for Updates to Site Plan Review and Subdivision Regulations Subdivision Regulations –

- Amendment to Article 3 Design Standards, Section 10. Design Standards and Requirements for Road Improvements to include updated Stormwater Management Standards.
- Amendment to Article 2 Application Procedures, Section 1. Formal Application

Site Plan Review Regulations –

- Amendments to Chapter 1. Updated formatting and application requirements and Addition of Section 1.20 - Stormwater Management Standards.

Subdivision and Site Plan Review Regulations: Removal of application sections from the Subdivision Regulations and Site Plan Review Regulations for ease of administration.

The Board had discussed these regulation updates over the last several months, so the public comment period was commenced. Each regulation update was presented for public comment as follows:

Ms. Miner opened the public hearing for Subdivision Regulations Amendment to Article 3 Design Standards, Section 10. Design Standards and Requirements for Road Improvements to include updated Stormwater Management Standards. Mr. Karcz seconded the motion which passed 4-0.

No public comments were received, and no public was in attendance.

Ms. Miner closed the public hearing for Subdivision Regulations Amendment to Article 3 Design Standards, Section 10. Design Standards and Requirements for Road Improvements to include updated Stormwater Management Standards. Mr. Karcz seconded the motion which passed 4-0.

Ms. Miner opened the public hearing for Subdivision Regulations Amendment to Article 2 Application Procedures, Section 1. Formal Application. Mr. Hunter seconded the motion which passed 4-0.

No public comments were received, and no public was in attendance.

Ms. Miner closed the public hearing for Subdivision Regulations Amendment to Article 2 Application Procedures, Section 1. Formal Application. Mr. Hunter seconded the motion which passed 4-0.

Ms. Miner opened the public hearing for Site Plan Review Regulations Amendments to Chapter 1. Updated formatting and application requirements and Addition of Section 1.20 - Stormwater Management Standards. Mr. Karcz seconded the motion which passed 4-0.

No public comments were received, and no public was in attendance. Ms. Miner noted an edit to Section 1.15E regarding the application checklist.

Ms. Miner closed the public hearing for Site Plan Review Regulations Amendments to Chapter 1. Updated formatting and application requirements and Addition of Section 1.20 - Stormwater Management Standards. Mr. Karcz seconded the motion which passed 4-0.

Ms. Miner opened the public hearing for both Subdivision and Site Plan Review Regulations for removal of application sections. Mr. Karcz seconded the motion which passed 4-0.

No public comments were received, and no public was in attendance.

Ms. Miner opened the public hearing for both Subdivision and Site Plan Review Regulations for removal of application sections. Mr. Hunter seconded the motion which passed 4-0.

Ms. Miner made a motion to approve the Amendments to Article 3, Section 10 and Article 2, Section 1 of the Subdivision Regulations; amendments to Chapter 1 and the addition of Section 1.20 (Stormwater Management Standards) to Site Plan Review Regulations; and removal of application sections from both Subdivision and Site Plan Review Regulations. Mr. Karcz seconded the motion which passed 4-0.

There was brief discussion about the MS4 permitting process and responsibility for municipal, state, and private roadways and properties. Ms. Miner will work offline with Ms. Rowden to develop a sequence and budget for planning purposes as the MS4 permit will eventually be triggered for Fremont which currently holds a waiver from this permit requirement.

IV. CONTINUED BUSINESS

1. Master Plan – Land Use Chapter Update – Ms. Rowden provided an overview of updates since the last revision of this chapter. Mr. Kohlhofer had several questions and revisions. With no further discussion the Board decided to move to adopt the chapter into the Master Plan via Public Hearing.

Ms. Miner made a motion to move the Land Use Chapter update to the Master Plan to public hearing on August 18th at 7PM. Mr. Barham seconded the motion and the motion passed 4-0.

V. ADMINISTRATION, OTHER

1. Circuit Rider Business
 - a. Masterplan – Land Use and Recreation Chapters. Will be discussed at the next meeting.
 - b. Masterplan –Natural Resources – Pending July budget update
 - c. CIP Coordination – Discussed previously in the meeting.
2. Incoming Correspondence and Project Updates – No updates since the previous meeting.
3. Administration – Budget – Ms. Miner will draft a budget for review and discussion at the August 4 Board meeting.
4. Other Department News – None.

VI. ADJOURNMENT

Mr. Karcz made a motion to adjourn the meeting at 8:48 PM. Mr. Barham seconded the motion. The motion passed 4-0.

Respectfully submitted,


Kathy Clement